



## UNIFORM FIRE CODE APPEALS GUIDELINES

1. All appeal requests shall be prepared in writing by the applicant with sufficient detail to allow staff to perform an in-depth analysis and review of the situation. In many cases a diagram or plot plan will be necessary to fully explain the situation. All such appeals shall be reviewed and approved or denied by the Fire Chief.
2. The appeal request shall include a notarized letter releasing the Elk Grove CSD Fire Department from any potential liability for approved alternative measures.
3. In all cases, the most recently approved appeals fee shall be charged per Elk Grove Community Services District Ordinance No. 7. The current rate is \$133.00 per hour for administrative office staff review and \$107.00 per hour for non-administrative staff review. A minimum of four hours shall be charged for all appeals. **The appeal fee is due at the time the appeal request is submitted for review.**
4. In general, alternative or mitigation measures may be required to offset the relaxing of a code or standard in response only to a legitimate hardship that is unavoidable and is not the fault of the applicant.
5. The proposed alternative shall not place exposures or life at a significant risk.
6. All weather (paved) fire department access roads shall be provided within 150 feet of the furthest point of all combustibile construction or lumber storage prior to the start of construction (except for building shell construction of Type III construction or better). Fire flow and paved fire access roads are required prior to any tenant improvement work within a building of Type III or better construction.
7. When the request for appeal requires a temporary situation, (e.g., a temporary variance) the specific dates of starting and finishing the temporary condition shall be documented in writing.

11.22.00